

**29 MAY 1998**



**OGDEN AIR LOGISTICS CENTER (OO-ALC)**

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**SUMMARY OF REVISIONS**

This revision updates mission statements, Attachments 1, and 2. A ( | ) indicates revisions from the previous edition.

**1. Organization Authority.** This directive implements Air Force Policy Directive (AFPD) 10-1, Mission Directives.

**2. Mission:** Ogden Air Logistics Center (OO-ALC) provides worldwide logistics management, engineering, modification, and depot maintenance for the F-16 Fighting Falcon - the world's largest fleet of fighter aircraft. This includes providing logistics support to 19 countries flying more than 3,000 F-16 aircraft. OO-ALC also provides Programmed Depot Maintenance on the C-130 Hercules, maintains a state-of-the-art composite repair facility, and provide logistics management for the F-4. OO-ALC is the repair source and logistics manager for the nation's silo-based intercontinental ballistic missiles, including the Minuteman and Peacekeeper. The Center and Hill Air Force Base are key players in Strategic Arms Limitation Treaty activities. OO-ALC operates the world's largest overhaul facility for aircraft landing gear, brakes, struts, and wheels. This facility handles the Air Force's and 70 percent of Department of Defense's repair needs and produces 4,600 complete gear assemblies for 27 different weapon systems annually. OO-ALC manages repair, and overhauls rocket motors, small missiles, air munitions and guided bombs, photonics imaging and reconnaissance equipment, simulators and training devices, avionics, hydraulics and pneudralics instruments and computer software for many of the nation's front line weapon systems. The center's customers include the Air Force, Army, Navy, Marines, Coast Guard, Defense Intelligence Agency, and Central Intelligence Agency units and several foreign countries.

**2.1. Center Staff (See Attachment 1):**

**2.1.1. Inspector General Office (OO-ALC/IG).** The Inspector General's primary function is to analyze complaint data and provide trends to the installation commander. Additionally, the IG is

the honest broker in the resolution/mediation of complaints and related noncriminal investigations. As the advocate of the Air Force Complaints and Fraud, Waste and Abuse Programs, he promotes, educates, and trains commanders and members of the base population on how to use the Air Force IG system. Finally, the IG is the installation focal point for Congressional inquiries, DoD/IG visits, AFAA and GAO audits and inspections, and TIG briefs.

2.1.2. Staff Judge Advocate Office (OO-ALC/JA). OO-ALC/JA provides staff judge advocate and general counsel to center commander for industrial and municipal legal services relative to depot-level logistics, with workload annually involving \$1.2 billion in contracts, \$.6 billion in payroll for 17,000 employees, and 1 million acres of federal land. General court-martial jurisdiction. Four-state claims area.

2.1.3. Safety Office (OO-ALC/SE). The Safety Office is responsible for ALC and base safety programs. OO-ALC/SE provides management and staff supervision of safety functions covering planning, developing, organizing and implementing the ALC and base safety programs, and provides technical advice and assistance concerning safety standards and criteria for prime weapon systems, engines, and equipment commodities.

2.1.4. Office of History (OO-ALC/HO). OO-ALC/HO maintains historical records of the OO-ALC activities for the Commander and staff.

2.1.5. Public Affairs Office (OO-ALC/PA). The Public Affairs Office is the focal point for news and information on the units assigned to Hill AFB and the Utah Test and Training Range. OO-ALC/PA activities include: providing information about the ALC's worldwide logistics management and support; management of the weekly base newspaper program; developing multiple community relations programs covering a six-state area;) overseeing a pro-active public education program for environmental management initiatives; and providing support and liaison with more than 40 tenants, including two major flying wings. PA also plays an active role in emergency management during disaster, disturbance and crisis situations as well as accidents or serious incidents involving USAF personnel or assets.

2.1.6. EEO Counselor Office (OO-ALC/CCD). OO-ALC/CCD is responsible for equal employment opportunity complaints processing for agency employees (present and former) and applicants for agency employment in accordance with Equal Employment Opportunity Commission (EEOC) regulations set forth in 29 C.F.R. 1614. Ensure that employment discrimination complaints are processed fairly, promptly, and in strict accordance with regulatory procedures. Avoid conflicts of position or conflicts of interest as well as the appearance of such conflicts and maintain a neutral role in order to maintain the integrity of the EEO investigative and decision making processes. EEO complaints processing is a service provided to aggrieved persons who believe they have been discriminated against on the basis of race, color, religion, sex, national origin, age, handicap or in retaliation for having participated in activity protected under civil rights statutes.

2.1.7. Protocol Office (OO-ALC/CCP). OO-ALC/CCP will perform those duties associated with the accomplishment of the protocol functions for all AFMC activities at OO-ALC.

2.1.8. Commander's Action Office (OO-ALC/CCX). OO-ALC/CCX consists of the Special Projects Team and the Center Mission Element Team.

2.1.9. Plans and Programs Directorate (OO-ALC/XP). The directorate of Plans and Programs is responsible to the Center Commander for management of plans, programs, studies, contingency or crisis action planning, and readiness affecting the Center's current and future missions.

Ensures that procedures are developed to provide for the transition of the Center from a peacetime to wartime baseline. Functions as the Center manager for plans and policy to ensure optimal application of Center resources (manpower, land, and facilities) and a balanced capability to accomplish assigned Center workload to attain the optimum readiness posture. Manages the Center manpower requirements to include resource allocation, organizational control, and manpower studies. Integrates the development, execution, and measurement of Command-wide Quality Air Force (QAF) initiatives. Functions as the Corporate Business Planner and accomplishes special projects at the discretion of the Center Commander. Makes recommendations to the Center Commander on placement of new missions within the Center.

2.1.10. Air National Guard Advisor (OO-ALC/CCG). The ANG Advisor will assist the OO-ALC Commander and staff in matters involving logistics support to the ANG, and act as liaison for the ANG to the OO-ALC Commander on logistics problems and programs affecting the Air Reserve Forces, and ensure direct funding for accomplishment of depot level area support and contract field team maintenance on ANG aircraft and support equipment.

2.1.11. Air Force Reserve Advisor (OO-ALC/CCV). Responsible to the Center Commander for managing the Centers Reserve Program. Develops policy and procedural guidance for present reserve matters. Develops policy and procedures to enhance the reserve program, increasing productivity of the Individual Mobilization Augmentee to ensure a value added program of active duty support exists at the Ogden Air Logistics Center. Monitors the capability of individual mobilization augmentees in each directorate organization and tailors program to reach peak proficiency of the IMA throughout Ogden Air Logistics Center. Ensure the adequacy of Ogden Air Logistics Center Mobilization Plans and Programs. This office works as a partner with 75MSS to insure the efficiency of IMA personnel assessments.

2.1.12. Senior Enlisted Advisor (OO-ALC/CCC). Responsible for supervising and monitoring personnel and Major Command (MAJCOM) special programs and projects. Assists in formulating policies and establishing programs for the enlisted military personnel and their families assigned to the Ogden Air Logistics Center and the tenant units. Serves as liaison official and coordinator with the Air Force Materiel Command, tenant units, directorates, staff agencies and senior officers for resolving personnel problems. Monitors the operations of the noncommissioned officer Professional Military Education programs.

2.1.13. Mobilization Assistant to the Commander (OO-ALC-CCR). Assists the Commander of Ogden ALC in policy formulation, methods of operation, and management responsibility to provide worldwide support for a variety of modern weapon systems, munitions, and components. Augments command section as required. Functions as a Battle Staff Director in the center's Readiness Center. Monitors activities and achievements of reserve units stationed at Hill AFB and directs the Individual Mobilization Augmentee (IMA) Program for 445 IMAs at five separate locations. Interfaces with active-duty directors/commanders to enhance mission accomplishments, training and readiness of their reserve forces. Assists the commander in military and public relations.

## 2.2. Functional and Mission Organizations (See Attachment 2):

2.2.1. Competition Advocacy (OO-ALC/CR). OO-ALC/CR fosters effective competition by removing unnecessary restrictive barriers. Encourage competition considerations throughout the

acquisition process. Promote the use of non-developmental items and serve as the Air Logistics Center Ombudsman for Competition. Perform competition oversight for the Air Logistic Center.

2.2.2. Financial Management Directorate (OO-ALC/FM). OO-ALC/FM provides OO-ALC resource control for all financial matters including requirements policy and systems control for all budget, program execution tracking, civilian and military payroll, and Center travel payment/vouchers. Accomplishes OO-ALC depot posture planning and workloading. Develops the depot maintenance business plan. Responsible for all analysis and special studies relating to industrial operations. Provides support for depot maintenance and materiel management logistics information systems and procedures.

2.2.3. Environmental Management Directorate (OO-ALC/EM). OO-ALC/EM manages environmental programs, systems, and procedures to ensure compliance with federal, state, and local environmental laws and regulations and to minimize risks and potential liabilities while being responsible stewards over the natural resources; i.e. air, water, and land under jurisdiction of Hill AFB (including the Utah Test and Training Range).

2.2.4. Contracting Directorate (OO-ALC/PK). OO-ALC/PK is responsible for timely acquisition of equipment, supplies and services assigned to the Ogden Air Logistics Center Commander for contracting or permitted for local purchase or contracted by another contracting agency. Responsible for implementation of approved policies and procedures pertinent to Federal Acquisition Regulation (FAR), Department of Defense (DOD), Air Force and Air Force Materiel Command (AFMC) contracting practices and objectives. Responsible for proper execution of contracting authority delegated to the OO-ALC Commander. Responsible for production management and exercise of control of all ALC contracting requirements. Responsible for engineering data and technical order management.

2.2.5. Small Business Office (OO-ALC/BC). Aid, counsel, assist and protect the interests of small, small disadvantaged and women owned business concerns in order to preserve free competitive enterprise. Ensures a fair proportion of the total dollars expended are placed with small, and women owned small disadvantaged business enterprises. Encourage increased competition by identifying and encouraging the development of new sources.

2.2.6. Technology and Industrial Support Directorate (OO-ALC/TI). OO-ALC/TI provides support to the industrial process for the entire ALC, tenant organizations, and DOD activities in the western US. Provides maintenance, engineering, and planning for industrial equipment and facilities; maintains chemical, material, and verification laboratory services; manages Non-Destructive Inspection (NDI), Precision Measurement Equipment Laboratory (PMEL), battery and consolidated machine shops; maintains DMAG infrastructure support, including real property maintenance in support of the center's industrial processes; provides hardware technology and worldwide weapons system software support to include operational, simulation, and automatic test equipment applications; performs research and development studies, test and analysis of software and software applications; promotes AFMC technology advancement; operates the USAF Software Technology Support Center (STSC); manages engineering and technical data in support of acquisition, maintenance, and repair of weapon systems and commodities; provides industrial, logistics, and financial management training; manages tool program and provides contract surveillance, management, and development for center industrial complex.

2.2.7. Aircraft Directorate (OO-ALC/LA). The Aircraft Directorate provides depot repair, modification, and maintenance support to major aircraft weapon systems including the U.S. Air Force and/or Foreign Military Sales (FMS) for the F-16 Fighting Falcon, and the USAF, Navy/Marines and FMS C-130 aircraft. The directorate also provides advanced avionics and structural components test, repair and modification for F-4, F-15, F-16, C-141, KC-135 and B-1 aircraft. In addition, the Aircraft Directorate is assigned the system program management responsibilities (engineering, technical, and logistics) for the F-4 Phantom II weapon system in support of eight FMS countries. Our directorate is committed to satisfying our DoD and FMS customers' war and peacetime combat capability needs through excellence in quality, timeliness, and cost.

2.2.8. F-16 Management Directorate (OO-ALC/LF). The F-16 Management Directorate is the sustainment arm of the F-16 System Program Office (SPO). Together we form an integrated team of skilled and dedicated professionals at the Aeronautical System Center, Wright-Patterson AFB, Ohio, and at Ogden Air Logistics Center, Hill AFB, Utah. LF is a group-level organization managing the engineering and manufacturing, development, production, modification, sustainment, and worldwide deployment of over 3,900 F-16 aircraft in more than 50 configurations for the US Air Force and allied customers. In partnership with other key organizations and with industry, the F-16 SPO meets its customer requirements delivering the world's best, high-performance, multi-role tactical fighter weapons system on time and at lowest possible cost. It is the most complex acquisition program in the Department of Defense. In addition, the directorate coordinates with Product Group Manages and Materiel Group Manages across Air Force materiel Command to ensure the F-16 weapon system in operationally sustainable in peace and war.

2.2.9. Commodities Directorate (OO-ALC/LI). Responsible in the Commodities Directorate range from program management of weapon systems to actual depot level repair. The directorate's divisions include munitions, landing gear, training systems management, depot repair, program control and 649th Munitions Squadron. A Contract Management Division (OO-ALC/LIK) matrixed from the Contracting Directorate (OO-ALC/PK) provides contract support.

2.2.10. ICBM System Program Office (OO-ALC/LM). The ICBM System Program Office (SPO) develops, acquires, and supports silo-based ICBMs and provides program direction and logistics support as the single face to the customer. The SPO is responsible for acquisition, systems engineering and depot repair support; manages equipment spares; provides storage and transportation; and, accomplishes modifications and equipment replacement to maintain silo-based ICBM systems.

2.2.11. 649th Combat Logistics Support Squadron (649th CLSS). The mission of the 649 CLSS is to provide highly trained worldwide deployable military teams to perform aircraft battle damage repair (ABDR), crash damage repair, and to augment supply and transportation operations.

2.2.12. 649th Munitions Squadron (649th MUNS). The 649th MUNS is the only Air Force depot-level conventional munitions activity providing worldwide DoD and foreign military sales (FMS) support. The squadron receives, stores, inspects, maintains, tests, accounts for, and ships over 5,000 munitions stock numbers in the depot, base, and Standard Air Munitions Package (STAMP) accounts. Tests performed by the squadron include propagation, aging and surveillance, and compatibility of munitions.

2.2.13. 514th Flight Test Squadron. Accomplishes high-risk acceptance flights on F-16 and C-130 aircraft following depot-level maintenance. Provides the final quality control checks to

ensure aircraft are airworthy and capable of returning to combat units. As the Ogden Air Logistics Center (OO-ALC) Test Authority, the squadron is the focal point for managing and providing test process expertise and support for all test and evaluation at the OO-ALC.

### 2.3. Subordinate Units (See Attachment 3):

2.3.1. 75th Air Base Wing (75 ABW/CC). Exercise command jurisdiction over Hill Air Force Base. Provide a safe and efficient environment in which to work and live, while supporting our customers in achieving worldwide combat superiority, readiness, and sustainability.

2.3.1.1. Plans (75 ABW/XP). ). Provides the following support to a Wing population of 2,543: financial analysis in conjunction with budget development and execution; manage manpower/personnel program, including labor relations, EEO and affirmative action elements; manage OO-ALC support agreement program, which includes negotiating associated manpower and funding issues; coordinate training and award programs; serve as wing safety monitor, interfacing with center safety office; manage Wing audit program in conduction with AFAA and OO-ALC/IG office; provide special project support to the Wing.

2.3.1.2. Museum (75 ABW/MU). Preserve the heritage and traditions of the United States Air Force by collecting, preserving, and displaying historically significant Air Force artifacts; depicting the significant role of Hill Air Force Base; fostering a neighborly relationship between Hill AFB and the surrounding communities; and providing educational opportunities for our visitors.

2.3.1.3. Command Post (75 ABW/CP). This office is the central node for all command communications and time sensitive action on the base. It serves Air Force Materiel Command (AFMC) and Air Combat Command (ACC) command and chains. Furthermore, it is the integrating communications agency for actions that involve both AFMC and ACC activities. CP is responsible for receiving, interpreting and disseminating command and control messages, as well as Emergency Action directives. Responsible for initial response handling and management of crisis situations.

2.3.1.4. Chaplain (75 ABW/HC). The mission of the Hill AFB chapel program is to facilitate opportunities for the free expression of religious beliefs, fostering spiritual and moral development for all segments of the community through a variety of Total Quality Ministries. The mission encompasses worship, religious education, pastoral care, counseling, and visitation. It extends wherever Air Force people live, and move, and have their beings; in peacetime as well as other contingencies.

2.3.1.5. Social Actions (75 ABW/SA). Acts as staff office to the wing commander on matters pertaining to equal opportunity and treatment. Provides advisement and assistance to commanders at all levels in conducting the programs of Equal Opportunity and Treatment and Human Relations Education. The Social Actions staff assists commanders in processing discrimination complaints, provide on-going Human Relations Education and awareness classes and briefings.

2.3.1.6. Supply Division (75 ABW/LGS). The 75th Air Base Wing Supply Division provides supply support to all base and tenant organizations at Hill AFB. This support includes delivery of fuel products to all base, tenant, and transient aircraft; management support through retail item managers and depot maintenance support centers to the center's product directorates on direct and indirect materials; materiel management through the use of the Standard

Base Supply System including the issuance of individual equipment, hand tools, and the management of 20,000 mobility bags--the largest account in AFMC--for AFMC, ACC, and AFRES personnel; policy and procedural guidance on analysis/metrics and general support division (GSD) financial management with responsibility for \$55 million worth of annual obligation authority; and support of weapon systems through research actions, requisitioning and tracking of all MICAP requirements base wide, repair cycle coordination of turn-ins and due-in-from-maintenance equipment items, and the management of supply points and the awaiting parts program.

2.3.1.7. Transportation Division (75 ABW/LGT). The Transportation Division is responsible to support the transportation demands of the base. Assigned workloads include the management, operation, and maintenance of a fleet of more than 1200 vehicles; management and operation of a state-of-the-art air cargo facility; packaging design for the shipment of material; procurement advisement for contracting, household goods and passenger transportation; and a well tested mobility processing support flight.

2.3.1.8. 75th Medical Group (75 ABW/MDG). Directs all medical, dental, and preventive medicine programs including a 15-bed acute care hospital which treats over 140,000 outpatients per year. Responsible for a \$18 million operating and maintenance budget, \$10 million military personnel account, and a \$10 million CHAMPUS budget; personnel administration for 319 military and 94 civilian member staff; logistics support, using a \$7 million rotating stock fund account; the current tasking in the medical readiness program is designed to mobilize 6 medical teams with 48 people and 4 Air Transportable Clinics, and transitioning to a fully deployable Air Transportable Hospital with 216 personnel assigned, and a 130 ton accompanied equipment package; DOD's TRICARE program is designed to manage health care services for over 35,000 catchment area beneficiaries. Provides health and fitness needs through awareness education, and intervention programs through the Health and Wellness Center.

2.3.1.9. 75th Operations Support Squadron (75 OSS). Provides safe, efficient operation of the Hill AFB Aerodrome to facilitate achievement of worldwide combat superiority, readiness, and sustainability. Directs and coordinates all airfield activity ensuring proper maintenance of all airfield facilities. Provides Base Operations, Transient Alert, and HOST Operations System Management. Provides meteorological services for flying operations and resource protection for all units using Hill AFB and the Utah Testing and Training Range. Responds to aircraft incidents, accidents, and disaster situations.

2.3.1.10. 75th Civil Engineering Group (75 CEG). The 75 Civil Engineering Group provides comprehensive planning, construction, maintenance, and fire protection for 1,314 facilities valued at \$4.0 billion, on almost 1.0 million acres of land, supporting the Air Logistics Center, 388th Fighter Wing, and other tenant units. The group also trains for worldwide contingency operations with Prime Base Engineer Emergency Force (BEEF) teams. The group consists of 6 divisions: Engineering, Resources, Explosive Ordnance Disposal (EOD), Fire Protection, Housing, Orderly Room and Commander Support function.

2.3.1.11. 75th Support Group (75 SPTG). Provides essential base service and quality of life supporting the Air Logistics Center, 388th Fighter Wing, and other tenant units. Functions are provided through four squadrons and one division and include Law Enforcement and Security; Communications and Information Management; Military Personnel; Education and Training;

Family Support Center; Airman Leadership School; Morale, Welfare, and Recreation activities; Lodging, Food Services, Mortuary Affairs, and all Base Operating Support for the UTTR. The group also trains for worldwide contingency operations with various base support teams.

**3. Command.** OO-ALC is a primary subordinate unit of AFMC and is assigned to HQ AFMC.

**4. Organization Structure.** The organization structures of OO-ALC and its subordinate units are in accordance with the Objective Blueprint, *AFI 38-101, Air Force Organization*, and HQ AFMC/HQ USAF-approved variances to the structure. The organization structures at Attachments 1 and 2 reflects the reporting chain of command of OO-ALC's subordinate organizations and units. Detailed structures and mission statements are included in OO-ALC's Organization and Mission (O&M) Chartbook.

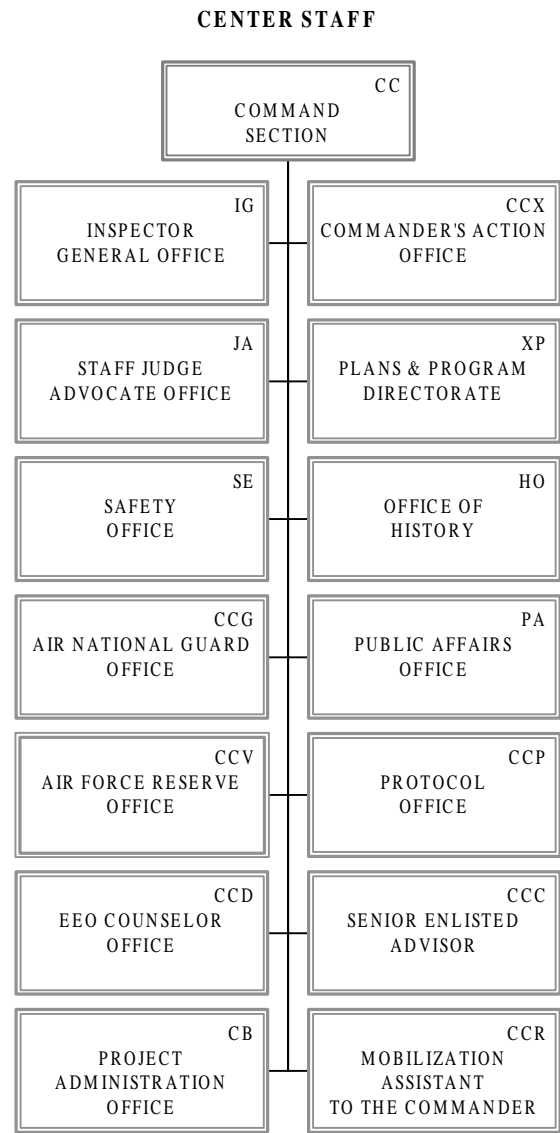
4.1. Applicability Statement. This mission directive applies to OO-ALC and its subordinate organizations and units. It does not apply to the Air National Guard (ANG) and US Air Force Reserve (USAFR).

4.2. Approved Variances. The CSAF-approved Objective Blueprint authorizes Public Affairs, History, Safety, Staff Judge Advocate, and Manpower to be on the staff of the OO-ALC Commander and authorizes wing comptroller and contracting functions to be aligned under the OO-ALC Commander.

4.3. Organization Changes. It is the responsibility of commanders, directors, and chiefs of staff offices to ensure the accuracy of the material herein pertaining to their mission. Corrections should be submitted to OO-ALC/MO, together with an explanation/authority for the correction/change. Requests for organizational changes should be submitted to OO-ALC/XPM for approval and forwarding to HQ AFMC/XPM and HQ USAF/PEO, if higher headquarters approval is required.

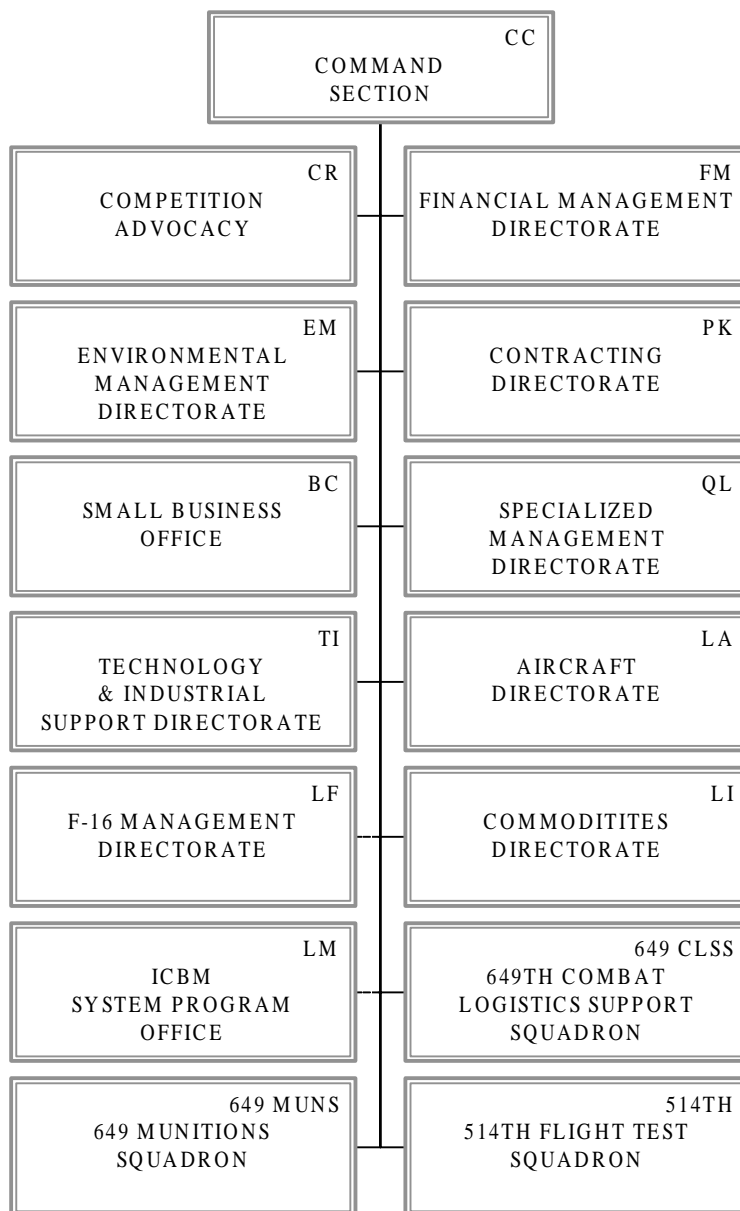
Kenneth A. Spencer, Colonel, USAF  
Director, Plans and Programs

Attachment 1  
CENTER STAFF



**Attachment 2**  
**FUNCTIONAL AND MISSION ORGANIZATIONS**

**FUNCTIONAL AND MISSION ORGANIZATIONS**



### Attachment3 SUBORDINATE UNITS

